

Approved For Release 2009/04/14 : CIA-RDP78-03568A000300140009-4

PERSONNEL OFFICE TRAINING OFFICE		OFFICE CODE	REQUEST DATE 21 October 1952	CONTROL NO. 281	Page of Pages	
DELETIONS			ADDITIONS			
ORGANIZATION AND POSITION TITLE	SERIES & GRADE	POSITION NO.	ORGANIZATION AND POSITION TITLE	SERIES & GRADE	POSITION NO.	
PERSONNEL OFFICE PERSONNEL DIVISION (COVERT) INTERIM AUTHORIZATION Personnel Officer	GS-201 12	Slot # 246	TRAINING OFFICE DEPUTY DIRECTOR FOR TRAINING - SPECIAL PLANS AND PROGRAMS STAFF INTERIM AUTHORIZATION Training Officer	GS-1710 14	U 792	
<p>Memo, dated 14 October 1952, from Director of Training; Subject: Transfer of Personnel and T/O Slot. Concurrence secured from Comptroller.</p>						

JOB NO. _____ BOX NO. _____ FILE NO. _____
 IN CLASS. DECLASS. DATE _____
 NEXT REV DATE 30 SEP 1974 REVIEWER 3742 TYPE DOC. 05
 NO. PC 93 CREATION DATE _____ ORG COM PJL OPJL ORG CLASS 5
 RE. CLASS. C. REV CODE. _____ ATTN: IN 703

NEW OFFICE TOTALS		APPROVAL	
25X1A9a	<p>CONFIDENTIAL</p> <p>The T/O changes listed above are hereby approved. Please make changes on office new machine printed T/O page(s) is</p> <p><i>Chief, ASD</i></p>	<p>FORM NO. 30-25 SEP 1952</p> <p>Approved For Release 2009/04/14 : CIA-RDP78-03568A000300140009-4</p> <p>9-4</p> <p>(4-39)</p>	

~~SECRET~~

CONFIDENTIAL

Deputy Director, Administration
THROUGH: Classification & Wage Administration Division, Office of Personnel
Director of Training

14 October 1952

Transfer of Personnel and T/O Slot.

1. Attached hereto is copy of memorandum dated 10 September 1952 regarding transfer of slot from Personnel and Training Division, Office of the Chief, OPC, to the Office of Training as well as transfer of the incumbent, [REDACTED]

25X1A9a

2. It is requested that this position be added to the new T/O as Training Officer, GS-1710-14, under Plans and Programs Staff, Office of Deputy Director for Training-Special and that it continue to be carried on vouchered funds.

MATTHEW BAIRD
Director of Training

FOIAb3b

approved

21 Oct 52

CONFIDENTIAL

~~SECRET~~

~~SECRET~~
C-O-P-Y **CONFIDENTIAL**

10 September 1952

MEMORANDUM FOR: Director of Training, CIA

SUBJECT: Transfer of Personnel and T/O Slot

25X1A9a

1. It was agreed between Mr. [REDACTED] Chief of Administration, DD/P, and Mr. Wolf, DD/A, that the personnel which were surplus to the DD/P organization as a result of the recent reorganization would be transferred to their counterpart offices and divisions on the DD/A level, with their slots.

2. Mr. [REDACTED] of the Personnel and Training Division, OPC, was transferred to the Personnel Office, and more specifically PDC, in error. [REDACTED] was slotted in OPC in a Personnel position for slotting purposes only and was actually engaged in training functions.

25X1A9a

3. It is understood that the services of [REDACTED] are desired by the Office of Training, and he is, therefore, transferred as of this date from PDC to OTR(S). It is understood that the GS-14 slot encumbered by [REDACTED] is to accompany this transfer.

25X1A9a

4. This matter was discussed with Mr. [REDACTED] in the Office of the DD/A, and this procedure recommended and action concurred in.

25X1A9a

[REDACTED]
Chief, Personnel Division (Covert)

25X1A9a

CONFIDENTIAL

~~SECRET~~